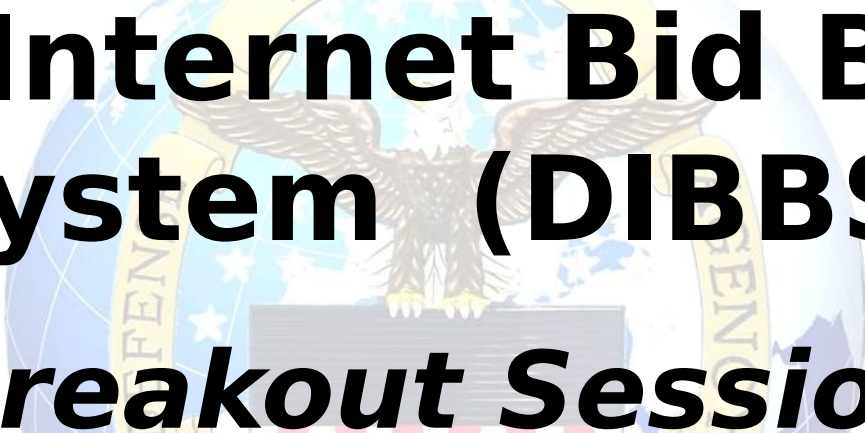


**DLA Land and Maritime**

The logo of the Defense Logistics Agency (DLA) is centered in the background. It features a globe with a bald eagle perched on top. The eagle's wings are spread, and it is holding a shield with vertical red and white stripes. The word "LOGISTICS" is written in an arc above the eagle, and "DEFENSE AGENCY" is written on banners on either side. The globe has a grid of latitude and longitude lines.

**DLA Internet Bid Board  
System (DIBBS)  
*Breakout Session***

**30-31 August 2016**



# DIBBS Breakout Agenda



- Introduction
- The Link Newsletter
- DIBBS Security
- Notices & Banners
- Supplier Requirements Visibility Application (SRVA)
- Past Performance
- DLA Master Solicitation
- Searching
- Quoting
- Buy American Act Changes
- Uploading Proposals
- Post Award Requests (PARs)
- Questions





# The Link Newsletter



## • THELINK Newsletter

- Do you have ideas for an article in The Link?
- Please fill out the suggestion form and drop it off at the DIBBS booth or send an email to: [dibbsbsm@dla.mil](mailto:dibbsbsm@dla.mil)



**Upcoming Events:**  
 August 29—September 1:  
**"DLA Land & Maritime Suppliers Conference & Exposition"**  
 Greater Columbus Convention Center, 400 N. High Street, Columbus, OH 43215

[www.dla.mil](http://www.dla.mil)  
[www.facebook.com/dla.mil](http://www.facebook.com/dla.mil)  
[www.twitter.com/dlamil](http://www.twitter.com/dlamil)  
[www.youtube.com/user/dodlogisticsagency](http://www.youtube.com/user/dodlogisticsagency)

**Welcome to THELINK!**

Welcome to the first issue of THELINK newsletter, a quarterly publication that will highlight information important to you – our DLA suppliers! Each quarter, all active DLA Internet Bid Board System (DIBBS) users will receive a PDF via email. THELINK will also be posted on the Enterprise Business Systems Supplier Information Resource Center (EBS SIRC) along with a notice on the DIBBS website: <https://www.dibbs.bsm.dla.mil> with a direct link to the publication. If you are unfamiliar with the EBS SIRC you can visit it at <http://www.dla.mil/HQ/InformationOperations/Business/EBSSupplierResources.aspx>.



The featured article in this issue, located on page 3, includes the results from the recent DIBBS Survey. You will see an overview of our findings and a few of the actions we are taking to improve your overall DIBBS experience. Also within this issue are articles about new DIBBS functionality, useful updates, reminders and various topics from our engineering, supply, policy and small business groups.

**ZIP + 4 Update in SAM & DUNS**

Correcting your ZIP code +4 will ensure transparency of Department of Defense contracting data within government procurement repositories such as Federal Procurements Data System Next Generation (FPDS-NG). All DoD contracts issued within the United States must be properly aligned and associated to a ZIP +4. You can find your full ZIP code by using the USPS ZIP code look-up at: [https://tools.usps.com/go/ZipLookupAction\\_input](https://tools.usps.com/go/ZipLookupAction_input). Please help us by correcting your ZIP +4 in SAM.GOV (System for Award Management) and Dun and Bradstreet (D&B) by following the instructions in the job aid posted at: [http://www.dla.mil/Portals/104/Documents/InformationOperations/EBS%20Supplier%20Information/How\\_to\\_update\\_%20ZipCode4\\_v3.pdf?vers=2016-06-29-151000-703](http://www.dla.mil/Portals/104/Documents/InformationOperations/EBS%20Supplier%20Information/How_to_update_%20ZipCode4_v3.pdf?vers=2016-06-29-151000-703)

Each issue will include upcoming events and other useful tips. We hope you will find this and every issue informative. This publication is for you so if you have a suggestion for an article, please send it to [dibbsbsm@dla.mil](mailto:dibbsbsm@dla.mil). As a reminder, you can always find out more about DLA by visiting our Facebook, Twitter, YouTube or DLA Website listed to the left. We encourage you to share this information throughout your companies to further improve communications between DLA and our valued suppliers.

**Thank you for partnering with us to support our warfighters!**



# Cyber Security



- National security and intelligence officials have long warned that cyber attacks are among the most serious threats facing the United States
- The U.S. government was hit by more than 77,000 "cyber incidents" such as data thefts or other security breaches in fiscal year 2015, a 10% increase over the previous year, according to a White House audit
- “Despite unprecedented improvements in securing federal information resources ... malicious actors continue to gain unauthorized access to, and compromise, federal networks, information systems, and data,” the report said



**“Number of U.S. government  
'cyber incidents' jumps in 2015”**  
Reporting by Dustin Volz, [www.reuters.com](http://www.reuters.com)  
March 21, 2016



# Registration & Password Security

- During registration, you will receive a PIN number which you need to establish your new password
- The PIN number is only valid for **24** hours
- Once your password is established, you must log in **immediately**
- Inactive accounts will be locked if not used in **35** days
  - **10** days prior to an inactivity lockout, you will receive an email notification



# DIBBS Password Security



- Passwords are required to be changed every **60** days
  - *You will receive emails **30** and **10** days prior to your password expiration*
  - *After **60** days, you will be forced to change your password at log in*
- After **3** failed log in attempts, your account will be locked and you will need to request an unlock
- If you “X” out of your browser without logging off, you will need to wait **15** minutes before you can access DIBBS again



# DIBBS Password Rules



- **Your password must:**
  - *Be at least 15 characters long*
  - *Begin with a number or letter*
    - The first character may not be a special character
    - The first three characters cannot all be the same





# DIBBS Password Rules

- Passwords must contain at least one each of the following four character types:
  1. Upper Case Letters:  
ABCDEFGHIJKLMNOPQRSTUVWXYZ
  2. Lower Case Letters:  
abcdefghijklmnopqrstuvwxyz
  3. Numbers: 0123456789
  4. Special Characters: @ # \$ % ^ & + . = !
    - *Please use only the above characters*
    - *Avoid multiple special characters and do not repeat consecutively (i.e. @@)*
    - *If the special character "&" is followed by a "#", an error will result*





# DIBBS Banners

➤ Banners are located at the top of the DIBBS home page and are short statements to highlight

**Notice:** Submission of Invoices for Fast-Pay Orders through the Invoicing Receipt and Property Transfer (IRAPT) System » [Read Notice](#)

Please read notices posted on the [notices page](#).

Home

The DLA Internet Bid Board System (DIBBS) is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for [Defense Logistics Agency \(DLA\)](#) items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



<p><b>Help</b></p> <ul style="list-style-type: none"> <li>On-Line Help           <ul style="list-style-type: none"> <li><a href="#">Frequently Asked Questions ~ FAQ</a></li> <li><a href="#">DIBBS On-Line Quoting Help</a></li> <li><a href="#">Batch Quoting Help</a></li> </ul> </li> <li>Contact Us</li> </ul>	<p><b>Vendor Registration</b></p> <ul style="list-style-type: none"> <li>Vendor Registration</li> <li>Registration Guidelines</li> <li>DLA Small Business Programs</li> </ul>
<p><b>Solicitations</b></p> <ul style="list-style-type: none"> <li>Requests for Quotation (RFQ)           <ul style="list-style-type: none"> <li><a href="#">Batch Quoting</a></li> <li><a href="#">Submitted Quote Searching</a></li> </ul> </li> <li>Requests for Proposal ( RFP ) / Invitation For Bid (IFB)</li> <li>Other DLA Opportunities           <ul style="list-style-type: none"> <li><a href="#">Federal Business Opportunities (FedBizOpps)</a></li> </ul> </li> </ul>	<p><b>Awards</b></p> <ul style="list-style-type: none"> <li>Awards</li> <li>Subsistence Market Ready Orders</li> <li>Post Award Request (PAR)           <ul style="list-style-type: none"> <li>Allows vendors to submit post award requests.</li> </ul> </li> <li>Other DLA Awards           <ul style="list-style-type: none"> <li><a href="#">Federal Business Opportunities (FedBizOpps)</a></li> </ul> </li> </ul>
<p><b>References</b></p> <ul style="list-style-type: none"> <li>Global Search</li> <li>DLA Master Solicitation for Automated Simplified Acquisitions</li> </ul>	<p><b>Technical Data</b></p> <ul style="list-style-type: none"> <li>DLA Collaboration Folders (cFolders)</li> <li>DLA Packaging</li> </ul>



# DIBBS Notices



The screenshot shows the DIBBS home page layout. At the top, there are two boxes for 'DLA Energy Small Business Office' and 'DLA Document Services'. Below these is the 'Notices' section, which is highlighted by a large blue circle and pointed to by a blue arrow. The 'Notices' section contains a list of links and a table of recent notices.

**Notices**

- Enterprise Business Systems Supplier Information Resource Center (SIRC)
- DIBBS Notices
  - Click the notice title to read notice.
  - Topic Title
  - Posted

Topic Title	Posted
• <a href="#">New PAR Attachments Corrected</a>	07-13-2016
• <a href="#">Submission of Invoices for Fast-Pay Orders through IRAPT System</a>	06-24-2016
• <a href="#">DLA Land and Maritime Supplier Conference and Exposition</a>	06-23-2016
• <a href="#">CORRECTION: The Link - Connecting Suppliers with DLA</a>	06-23-2016
• <a href="#">Uploading Proposals - New DIBBS Functionality</a>	06-16-2016
• <a href="#">The Link - Connecting Suppliers with DLA - Issue 1</a>	06-16-2016
• <a href="#">TKO Cancelled in August</a>	05-31-2016
• <a href="#">Hazard Communication Standard Notice</a>	05-02-2016
• <a href="#">Supplier Best Practices - On Time Delivery for DLA Contracts</a>	04-08-2016
• <a href="#">VSM - Vendor Shipment Module</a>	03-09-2016
• <a href="#">System DownTimes for CY16</a>	03-07-2016
• <a href="#">PARS Java Script Error</a>	02-29-2016
• <a href="#">Medical Troop Support Vendors</a>	02-10-2016
• <a href="#">First Destination Transportation - OCONUS quoting requirement FOB location</a>	01-07-2016
• <a href="#">DIBBS Post Award Requests - PARS - A Tool For Improving Communication</a>	11-10-2015
• <a href="#">Deletion of Defense Logistics Acquisition Directive Solicitation Provisions and Contract Clauses</a>	09-28-2015
• <a href="#">Attachments to Awards and Modifications</a>	07-21-2014
• <a href="#">Medical Supplies for Overseas Shipment</a>	10-21-2013
• <a href="#">DIBBS Document Retention Policy</a>	04-24-2012

Policy Statements · Feedback

➤ Notices are located at the bottom of the DIBBS home page and provide detailed information



# SRVA

## Supplier Requirements Visibility Application



The DLA Internet Bid Board System (DIBBS) is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for **Defense Logistics Agency (DLA)** items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



- **Help**
  - [On-Line Help](#)
    - [Frequently Asked Questions ~ FAQ](#)
    - [DIBBS On-Line Quoting Help](#)
    - [Batch Quoting Help](#)
  - [Contact Us](#)

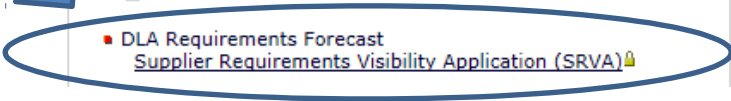
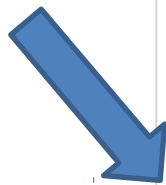
- **Vendor Registration**
  - [Vendor Registration](#)
  - [Registration Guidelines](#)
  - [DLA Small Business Programs](#)

- **Solicitations**
  - [Requests for Quotation \(RFQ\)](#)
    - [Batch Quoting](#)
    - [Submitted Quote Searching](#)
  - [Requests for Proposal \( RFP \) / Invitation For Bid \(IFB\)](#)
  - Other DLA Opportunities
    - [Federal Business Opportunities \(FedBizOpps\)](#)

- **Awards**
  - [Awards](#)
  - [Subsistence Market Ready Orders](#)
  - [Post Award Request \(PAR\)](#)  
Allows vendors to submit post award requests.
  - Other DLA Awards
    - [Federal Business Opportunities \(FedBizOpps\)](#)

- **References**
  - [Global Search](#)
  - [DLA Master Solicitation for Automated Simplified Acquisitions](#)
  - [Regulation Extracts used for DIBBS quoting](#)
  - [Virtual Library](#)
  - Vendor Performance
    - [Past Performance Information Retrieval System \(PPIRS\)](#)
  - [DLA Requirements Forecast Supplier Requirements Visibility Application \(SRVA\)](#)

- **Technical Data**
  - [DLA Collaboration Folders \(cFolders\)](#)
  - [DLA Packaging](#)
  - [Defense and Federal Specifications and Standards via ASSIST Quick Search](#)
  - [Military Engineering Data Asset Locator System \(MEDALS\)](#)
  - [Federal Stock Classes \(FSC\) managed by DLA](#)





# SRVA

## Supplier Requirements Visibility Application



- **Provides suppliers with DLA forecasting information to help reduce lead times, increase customer support and improve warfighter readiness**
- **Allows DLA suppliers to input a list of NIINs to retrieve forecast information**
  - *Must be logged into DIBBS*
  - *24 months of forecast information is sent to DIBBS the second week of each month*
  - *Projected Planned Orders (forecast/estimates) are based on history and may include data from collaborative efforts between DLA and our customers*
  - *Estimates are not binding*



# SRVA

## Supplier Requirements Visibility Application



SRVA support is available by contacting the following:

- Aviation: [dscr.srvaaviation@dla.mil](mailto:dscr.srvaaviation@dla.mil)
- Land: [dsccl.srvaland@dla.mil](mailto:dsccl.srvaland@dla.mil)
- Maritime: [dsccl.srvamaritime@dla.mil](mailto:dsccl.srvamaritime@dla.mil)
- Energy: [dlaenergy.plbpa@dla.mil](mailto:dlaenergy.plbpa@dla.mil)
- Clothing & Textile, Construction & Equipment, Industrial Hardware, Medical or Subsistence: [dlatroopsupportsrva@dla.mil](mailto:dlatroopsupportsrva@dla.mil)



# PPIRS-SR (NG)

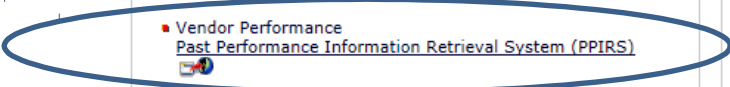


## Past Performance Information Retrieval System Statistical Reporting (Next Generation)

The DLA Internet Bid Board System (DIBBS) is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) or Defense Logistics Agency (DLA) items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



<ul style="list-style-type: none"> <li>• <b>Help</b> <ul style="list-style-type: none"> <li>▪ <a href="#">On-Line Help</a> <ul style="list-style-type: none"> <li><a href="#">Frequently Asked Questions ~ FAQ</a></li> <li><a href="#">DIBBS On-Line Quoting Help</a></li> <li><a href="#">Batch Quoting Help</a></li> </ul> </li> <li>▪ <a href="#">Contact Us</a></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Vendor Registration</b> <ul style="list-style-type: none"> <li>▪ <a href="#">Vendor Registration</a></li> <li>▪ <a href="#">Registration Guidelines</a></li> <li>▪ <a href="#">DLA Small Business Programs</a></li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Solicitations</b> <ul style="list-style-type: none"> <li>▪ <a href="#">Requests for Quotation (RFQ)</a> <ul style="list-style-type: none"> <li><a href="#">Batch Quoting</a></li> <li><a href="#">Submitted Quote Searching</a></li> </ul> </li> <li>▪ <a href="#">Requests for Proposal ( RFP ) / Invitation For Bid (IFB)</a></li> <li>▪ Other DLA Opportunities <ul style="list-style-type: none"> <li><a href="#">Federal Business Opportunities (FedBizOpps)</a></li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Awards</b> <ul style="list-style-type: none"> <li>▪ <a href="#">Awards</a></li> <li>▪ <a href="#">Subsistence Market Ready Orders</a></li> <li>▪ <a href="#">Post Award Request (PAR)</a> <ul style="list-style-type: none"> <li>Allows vendors to submit post award requests.</li> </ul> </li> <li>▪ Other DLA Awards <ul style="list-style-type: none"> <li><a href="#">Federal Business Opportunities (FedBizOpps)</a></li> </ul> </li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>References</b> <ul style="list-style-type: none"> <li>▪ <a href="#">Global Search</a></li> <li>▪ <a href="#">DLA Master Solicitation for Automated Simplified Acquisitions</a></li> <li>▪ <a href="#">Regulation Extracts used for DIBBS quoting</a></li> <li>▪ <a href="#">Virtual Library</a></li> <li>▪ <a href="#">Vendor Performance Past Performance Information Retrieval System (PPIRS)</a></li> <li>▪ <a href="#">DLA Requirements Forecast Supplier Requirements Visibility Application (SRVA)</a></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Technical Data</b> <ul style="list-style-type: none"> <li>▪ <a href="#">DLA Collaboration Folders (cFolders)</a></li> <li>▪ <a href="#">DLA Packaging</a></li> <li>▪ <a href="#">Defense and Federal Specifications and Standards via ASSIST Quick Search</a></li> <li>▪ <a href="#">Military Engineering Data Asset Locator System (MEDALS)</a></li> <li>▪ <a href="#">Federal Stock Classes (FSC) managed by DLA</a></li> </ul> </li> </ul>





# What is PPIRS?



- System is owned and maintained by the Navy (Naval Sea Logistics Center Portsmouth)
- PPIRS is the sole Federal repository for contractor past performance information
- PPIRS has two parts:
  - **Report Cards (RC)**
    - Above established threshold of \$5 million for DLA
  - **Statistical Reporting Next Generation (SR-NG)**
    - Below established threshold of \$5 million for DLA



# How Does PPIRS-SR (NG) Work?



- PPIRS-SR NG collects quality and delivery data from numerous Department of Defense (DoD) databases, aggregates that data using algorithms, and provides the user with objective quality and delivery ratings of a contractor's past performance
- Detailed evaluation criteria & user guides:

**Weighted Delivery Score**

**Quality Color Classification**





# PPIRS-SR (NG) Business



## Rules

- **Uses 3 years of past performance/historical data**
- **Scores/classifications are now updated each day vs. each month (24-48 hr. lag for system interface)**
- **Performance data is classified by CAGE and commodity**
  - *Federal Supply Classification - FSC (DoD uses)*
  - *NAICS - North American Industry Classification System*
- **Quality and Delivery records are weighted (+ & -)**



# PPIRS-SR (NG) Logging in with a PKI Certificate

- **Public Key Infrastructure (PKI) Certificate is now required for PPIRS-SR (NG) users**
- **Mandatory as of 15 Aug 2015 for all users**
- **Purchase from External Certificate Authority (ECA)**
- **DLA is not involved in the approval of vendor account registration or PKI certifications**
- **Contact PPIRS Helpdesk for registration or PKI certification related inquiries**
  - Website: [webptsmh@navy.mil](mailto:webptsmh@navy.mil)
  - Phone: (207) 438-1690



# PPIRS-SR (NG) Contact Information



- **More information available at:**
  - <https://www.ppirssrng.csd.disa.mil/split.htm>
  - [https://www.ppirssrng.csd.disa.mil/pki\\_info.htm](https://www.ppirssrng.csd.disa.mil/pki_info.htm)
  - PPIRS-SR (NG) Homepage: <https://www.ppirssrng.csd.disa.mil/>
  - DLA L&M related questions:



# What is VPH? Vendor Performance



## History

- **Locally created tool by DLA Land and Maritime**
- **Captures vendor performance trend data**
  - *On time delivery percentages*
  - *Able to see a 12 month view*
- **Open vs. delinquent CLIN count**
  - *DLA wide or DLA Land and Maritime CLIN totals*

## Awarded vs. canceled/terminated awards

- **Compiles all PPIRS-SR (NG) scores**
  - *Composite vendor delivery score*



# Example of Good Performance



DLA Land & Mrtm Composite Vendor Delivery Score (3 year history):

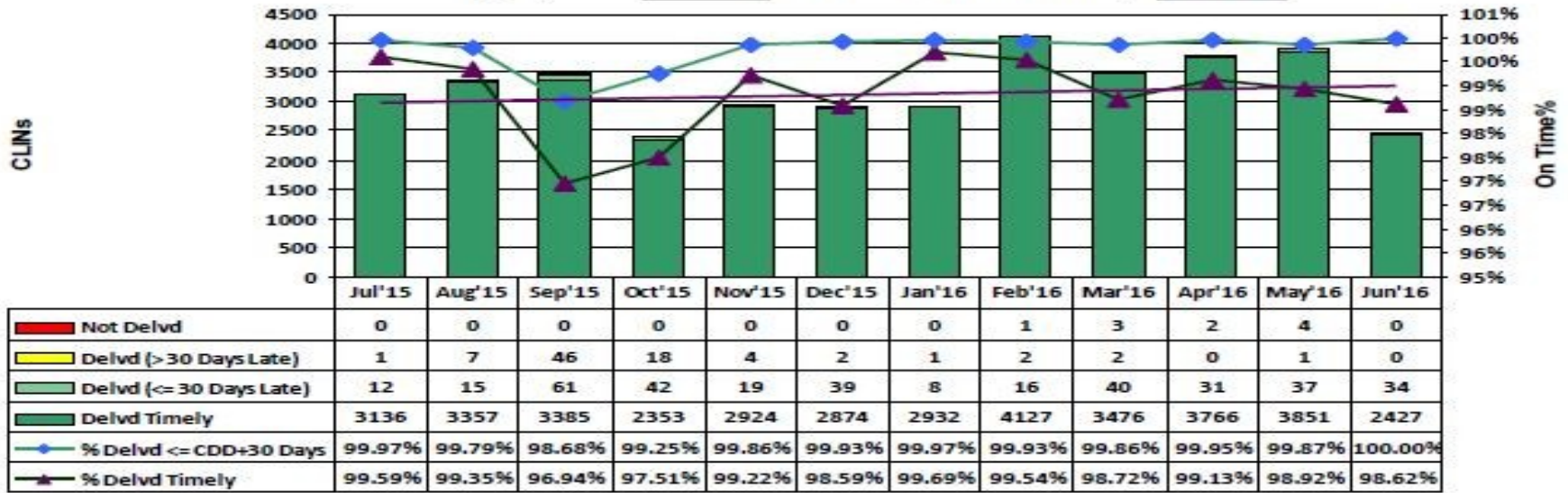
Delinquencies (Open CLINS >30 days past the CDD):

DLA Open CLINS  DLA Delq CLINS  DLA Delq Rate

L&M Open CLINS  L&M Delq CLINS  L&M Delq Rate

DLA On Time Deliveries (CLINS delivered by the CDD/1 year history): 1 Yr Delvd Timely

Avg Days Late  1 Yr Delvd Within 30 Days



Awarded and Cancelled CLINS (1 year history):

DLA Awarded CLINS  DLA Terminated (Default)  DLA Term%

DLA Cancelled (Contractor)  DLA Canc%

L&M Awarded CLINS  L&M Terminated (Default)  L&M Term%

L&M Cancelled (Contractor)  L&M Canc%



# Example of Poor Performance

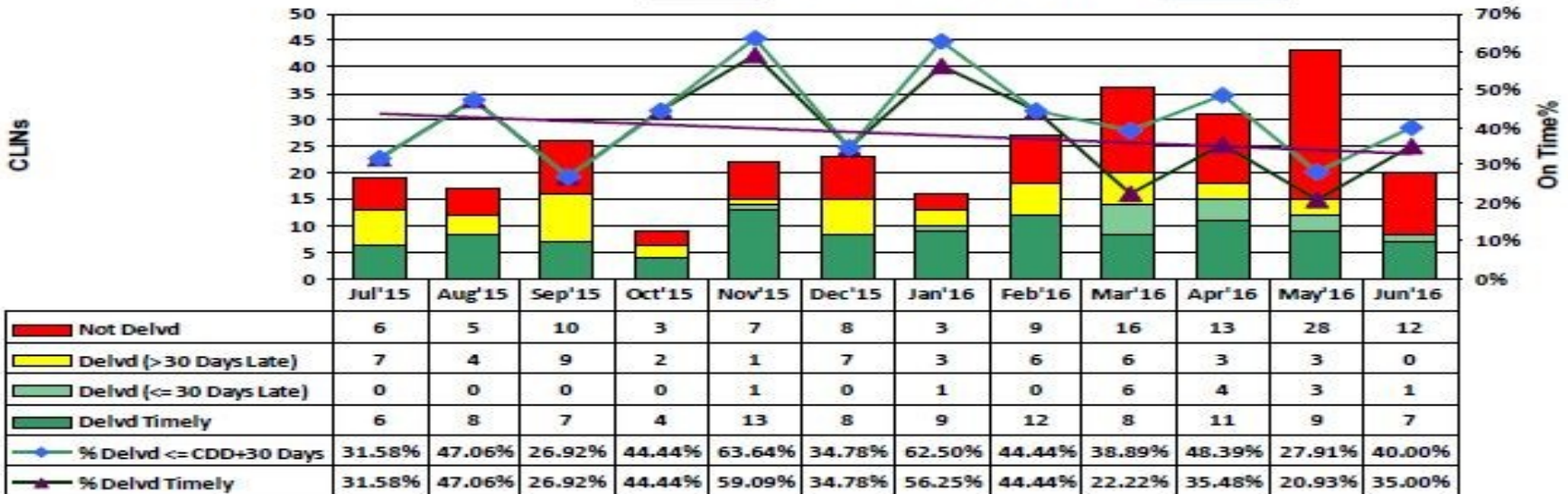


DLA Land & Mrtm Composite Vendor Delivery Score (3 year history):

Delinquencies (Open CLINs >30 days past the CDD):

DLA Open CLINS  DLA Delq CLINS  DLA Delq Rate   
 L&M Open CLINS  L&M Delq CLINS  L&M Delq Rate

DLA On Time Deliveries (CLINs delivered by the CDD/1 year history): 1 Yr Delvd Timely   
 Avg Days Late  1 Yr Delvd Within 30 Days



Awarded and Cancelled CLINs (1 year history):

DLA Awarded CLINS  DLA Terminated (Default)  DLA Term%   
 DLA Cancelled (Contractor)  DLA Canc%   
 L&M Awarded CLINS  L&M Terminated (Default)  L&M Term%   
 L&M Cancelled (Contractor)  L&M Canc%



# DLA Master Solicitation

## Solicitations

- [Requests for Quotation \(RFQ\)](#)  
[Batch Quoting](#)  
[Submitted Quote Searching](#)
- [Requests for Proposal \( RFP \) / Invitation For Bid \(IFB\)](#)
- Other DLA Opportunities  
[Federal Business Opportunities \(FedBizOpps\)](#)

## References

- [Global Search](#)
- [DLA Master Solicitation for Automated Simplified Acquisitions](#)
- [Regulation Extracts used for DIBBS quoting](#)
- [Virtual Library](#)
- Vendor Performance  
[Past Performance Information Retrieval System \(PPIRS\)](#)
- DLA Requirements Forecast  
[Supplier Requirements Visibility Application \(SRVA\)](#)

## DLA Small Business Programs

- [DLA Office of Small Business Programs](#)  
Small businesses provide critical resources that contribute to DLA's mission. We are committed to providing all categories of small businesses an opportunity to participate in DLA acquisitions.

### DLA Small Business Offices

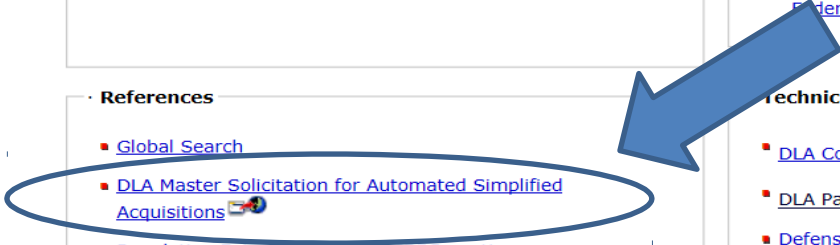
- [DLA Aviation Small Business Office](#)
- [DLA Land and Maritime Small Business Office](#)
- [DLA Troop Support Small Business Office](#)

## Awards

- [Awards](#)
- [Subsistence Market Ready Orders](#)
- [Post Award Request \(PAR\)](#)  
Allows vendors to submit post award requests.
- Other DLA Awards  
[Federal Business Opportunities \(FedBizOpps\)](#)

## Technical Data

- [DLA Collaboration Folders \(cFolders\)](#)
- [DLA Packaging](#)
- [Defense and Federal Specifications and Standards via ASSIST Quick Search](#)
- [Military Engineering Data Asset Locator System \(MEDALS\)](#)
- [Federal Stock Classes \(FSC\) managed by DLA](#)





# DLA Master Solicitation



DEFENSE LOGISTICS AGENCY  
THE RIGHT SOLUTION - ON TIME, EVERY TIME

Search Defense Logistics Agency

- HOME
- WHAT DLA OFFERS
- DOING BUSINESS WITH DLA
- ABOUT DLA
- CAREERS

## DLA Acquisition (J7)

- DLA Acquisitions Home
- What DLA Acquisitions Offers
- Doing Business with DLA Acquisitions
- About DLA Acquisition
- Contact DLA Acquisition

### Automaster Procurement Page



Automated Master  
EProcurement  
Rev 32 (March 2016)

Previously Posted  
EProcurement  
Automated Master



**EProcurement Archived Automated Masters**

- Master Solicitation REV 31 DEC 15.pdf
- Master\_Solicitation\_REV-30\_NOV\_15.pdf





# DLA Master Solicitation



You can find the link to the most current Master Solicitation on the DD1155

SPE5EJ16T9919.PDF - Adobe Acrobat Pro

File Edit View Window Help

Create [Icons] 1 / 6 102% [Icons] Tools Fill & Sign Comment

Protected View: This file originated from a potentially unsafe location, and most features have been disabled to avoid potential security risks. [Enable All Features]

Name: FREDERICK MILLER Buyer Code:PHPCA0 Tel: 215-737-2369  
Email: FREDERICK.L.MILLER@DLA.MIL

8. TO:

9. DESTINATION  
a. NAME OF CONSIGNEE  
See Schedule  
b. STREET ADDRESS  
c. CITY  
d. STATE e. ZIP CODE

10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5 ON OR BEFORE CLOSE OF BUSINESS (Date)  
2016 JUL 22

IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quote. Any representations and/or certifications attached to this Request for Quotations must be completed by the quote.

11. SCHEDULE (See Continuation Sheets)

POC INFORMATION:  
WHEN TECHNICAL DATA IS PROVIDED IT MUST BE OBTAINED AT <https://pdf1.bsm.dla.mil/cfolders>. DISCREPANCIES FOUND IN TECHNICAL DATA PROVIDED, SUBMIT REQUEST TO THE DLA CUSTOMER SERVICE WEBSITE: <https://www.pdmd.dla.mil/cs/>  
ALL OTHER QUESTIONS (SOLICITATION REQUIREMENTS, ITEM DESCRIPTION, AWARD CHOICE, ETC.), PLEASE CONTACT THE BUYER SHOWN ABOVE.  
QUESTIONS REGARDING OPERATION OF THE DLA-BSM INTERNET BID BOARD SYSTEM SHOULD BE E-MAILED TO [DibbsBSM@dla.mil](mailto:DibbsBSM@dla.mil)  
FOR IMMEDIATE ASSISTANCE, PLEASE REFER TO THE FREQUENTLY ASKED QUESTIONS (FAQS) ON BSM DIBBS AT: <https://www.dibbs.bsm.dla.mil/Forms/Help/DIBBSHelp.htm> OR PHONE 1-855-DLA-0001 (1-855-352-0001).

MASTER SOLICITATION  
THIS SOLICITATION INCORPORATES THE TERMS AND CONDITIONS SET FORTH IN THE DLA MASTER SOLICITATION FOR EPURCUREMENT AUTOMATED SIMPLIFIED ACQUISITIONS (PART 13) REVISION 32 (MARCH 9, 2016) WHICH CAN BE FOUND ON THE WEB AT:  
[http://www.dla.mil/Portals/104/Documents/J7Acquisition/Master\\_Solicitation\\_REV\\_32\\_MAR\\_16.pdf](http://www.dla.mil/Portals/104/Documents/J7Acquisition/Master_Solicitation_REV_32_MAR_16.pdf)

12. DISCOUNT FOR PROMPT PAYMENT

	a. 10 CALENDAR DAYS (%)		b. 20 CALENDAR DAYS (%)		c. 30 CALENDAR DAYS (%)		d. CALENDAR DAYS	
	NUMBER	PERCENTAGE	NUMBER	PERCENTAGE	NUMBER	PERCENTAGE	NUMBER	PERCENTAGE



# Searching on DIBBS



- Request for Quotes (RFQ)
- Request for Proposals (RFP), Invitation for Bid (IFB) and Other RFQs
- Awards





# Searching on DIBBS



## \*Request for Quotes (RFQ)\*

- **RFQ text search update**
  - *More robust than previous version*
  - *Search by a certain number of days back*
  - *New sorting feature*
  - *Same filters as regular searching*
  - *Improved RFQ search*



# Searching on DIBBS



## \*Request for Quotes (RFQ) (Cont.)\*

- **Search By:**
  - *Federal Supply Class (FSC)*
  - *National Stock Number (NSN)*
  - *Solicitation Number*
  - *Purchase Request Number*
  - *Nomenclature*
  - *Approved Part Number*
  - *Approved Cage*
  - ❖ *Can include Wildcards (\*)*



# Searching on DIBBS



## \*Request for Quotes (RFQ) (Cont.)\*

- **Filter By:**

- *Items with Technical Documents*
- *Fast Award Candidates*
- *Small Business Set-Asides*
- *Hubzone Set-Asides*
- *Combined Set-Asides*
- *Service Disabled Veteran Owned Set-Asides*



# Searching on DIBBS



## \*RFP/IFB/Other RFQs\*

- **Search By:**

- *Solicitation Number*
- *NSN/Part Number*
- *Nomenclature*
- *Buyer Code*

- **Filter By:**

- *Items with Technical Documents*



# Searching on DIBBS



## **\*Awards\***

- **Search By:**

- *Award Cage*
- *Contract/Delivery Order #*
- *Solicitation #*
- *Purchase Request*
- *NSN/Part Number*
- *Nomenclature*

- **Filter By:**

- *Today*
- *Past 15 Days*
- *Date Range*
- *All*



# Quoting on DIBBS



- **Three Ways to Submit Quotes:**
  1. Web Quote Form - must be logged in
  2. Batch Quoting - must be logged in
  3. EDI Quoting - requires a Value Added Network (VAN)
  
- **Four Different Bid Types Available:**
  1. Bid without Exception
  2. Bid with Exception
  3. Alternate Bid
  4. No Bid





# Quoting on DIBBS (cont.)



- **Quoting Tips:**

- *The Web Quote Form is dynamic with some pre-populated fields*
- *Pay attention to what constitutes a Bid with Exception and what does not (in Master Solicitation)*
- *Having remarks on an Automated Solicitation is a Bid with Exception*
- *Prior to submittal, make sure it is reviewed for accuracy*



# Quoting on DIBBS (cont.)



- **Quoting Tips (cont.):**

- *At submittal it will either accept or reject*
- *Correct any errors*
- *Successfully submitted quotes can be searched by:*
  - Today
  - Recent
  - Specific Date
  - Date Range
  - Custom Search



# Buy American/Free Trade



- **Required in solicitations over the micropurchase threshold (\$3,500)**
- **Depending on dollar value, either Buy American or Free Trade applies**
- **October 2016 will reflect the new Buy American/Free Trade requirements**
- **Adding Alternate IV of DFARS 252.225-7035**
- **The country list for Qualifying and Free Trade countries will be updated**



# Uploading Proposals

- You must be logged into DIBBS
- Unless prohibited by the solicitation, DIBBS electronic upload is the preferred method of proposal submission
- The offer must be signed and completed in its entirety
- No data will be saved unless the offer is submitted
- Documents may be added, but not removed
- Found on the RFP search screen by selecting the ***Offer*** icon





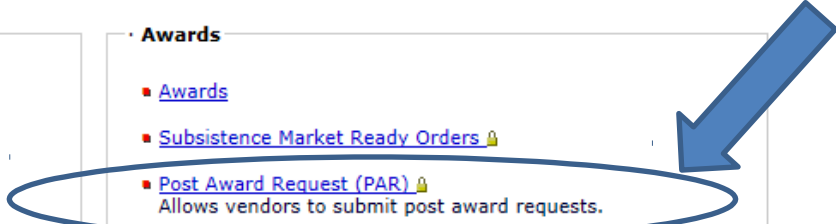
# Post Award Request (PARs)



The **DLA Internet Bid Board System (DIBBS)** is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for **Defense Logistics Agency (DLA)** items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



<ul style="list-style-type: none"><li>• <b>Help</b><ul style="list-style-type: none"><li>▪ <a href="#">On-Line Help</a><ul style="list-style-type: none"><li><a href="#">Frequently Asked Questions ~ FAQ</a></li><li><a href="#">DIBBS On-Line Quoting Help</a></li><li><a href="#">Batch Quoting Help</a></li></ul></li><li>▪ <a href="#">Contact Us</a></li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Vendor Registration</b><ul style="list-style-type: none"><li>▪ <a href="#">Vendor Registration</a></li><li>▪ <a href="#">Registration Guidelines</a></li><li>▪ <a href="#">DLA Small Business Programs</a></li></ul></li></ul>
<ul style="list-style-type: none"><li>• <b>Solicitations</b><ul style="list-style-type: none"><li>▪ <a href="#">Requests for Quotation (RFQ)</a><ul style="list-style-type: none"><li><a href="#">Batch Quoting</a></li><li><a href="#">Submitted Quote Searching</a></li></ul></li><li>▪ <a href="#">Requests for Proposal ( RFP ) / Invitation For Bid (IFB)</a></li><li>▪ Other DLA Opportunities<ul style="list-style-type: none"><li><a href="#">Federal Business Opportunities (FedBizOpps)</a></li></ul></li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Awards</b><ul style="list-style-type: none"><li>▪ <a href="#">Awards</a></li><li>▪ <a href="#">Subsistence Market Ready Orders</a></li><li>▪ <a href="#">Post Award Request (PAR)</a> Allows vendors to submit post award requests.</li><li>▪ Other DLA Awards<ul style="list-style-type: none"><li><a href="#">Federal Business Opportunities (FedBizOpps)</a></li></ul></li></ul></li></ul>
<ul style="list-style-type: none"><li>• <b>References</b><ul style="list-style-type: none"><li>▪ <a href="#">Global Search</a></li><li>▪ <a href="#">DLA Master Solicitation for Automated Simplified Acquisitions</a></li><li>▪ <a href="#">Regulation Extracts used for DIBBS quoting</a></li><li>▪ <a href="#">Virtual Library</a></li><li>▪ Vendor Performance<ul style="list-style-type: none"><li><a href="#">Past Performance Information Retrieval System (PPIRS)</a></li></ul></li><li>▪ DLA Requirements Forecast<ul style="list-style-type: none"><li><a href="#">Supplier Requirements Visibility Application (SRVA)</a></li></ul></li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Technical Data</b><ul style="list-style-type: none"><li>▪ <a href="#">DLA Collaboration Folders (cFolders)</a></li><li>▪ <a href="#">DLA Packaging</a></li><li>▪ <a href="#">Defense and Federal Specifications and Standards via ASSIST Quick Search</a></li><li>▪ <a href="#">Military Engineering Data Asset Locator System (MEDALS)</a></li><li>▪ <a href="#">Federal Stock Classes (FSC) managed by DLA</a></li></ul></li></ul>





# Post Award Request (PARs)



- **A PAR is a request for a post award action against a DLA contract or purchase order (PO)**
- **PARs are automatically assigned to the Post Award administrator responsible for contract administration of the contract or order; suppliers receive immediate feedback of PAR assignment**
- **DIBBS PARs are the preferred method for submitting a PAR; email requests to the administrators are discouraged**



# Post Award Request (PARs)



- **Each PAR is assigned a unique Case ID number and is tracked on the Post Award workload screen and in management reports**
- **There are established Post Award metrics and performance standards for completing PARs**
- **PARs are permanent records stored in the official contract file**



# Post Award Request (PARs)



## Vendor Reasons to Submit a PAR:

- VR02** - Duty Free Entry Request
- VR03** - Free Issues
- VR04** - Price Change and Mistakes-in-Bid
- VR05** - Request for Price Change in Accordance with Economic Price
- VR06** - Variation in Quantity Change
- VR07** - Quantity Change
- VR08** - Vendor Requested Cancellation
- VR09** - Modification
- VR10** - Wage Determination
- VR11** - Other Vendor Request





# Questions



?

- **Come see us at Booth 420 during the conference**
- **Email us at [dibbsbsm@dla.mil](mailto:dibbsbsm@dla.mil) after the conference**
- **Call the DLA Land and Maritime Business Counseling Center at (800) 262-3272**

**DEFENSE LOGISTICS AGENCY**  
**Enterprise Business Systems**  
**DLA Internet Bid Board System (DIBBS)**

# DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY

## DLA Land and Maritime

# Background Slides





# Post Award Requests (PARs) in DIBBS



Location: Home » [Log In](#)

DIBBS restricted area access requires **JavaScript enabled** to use quoting features. Consult your browser help for assistance on these settings. In order to conduct transactions in the DIBBS restricted area (submit electronic quotes on RFQs, search submitted quotes), vendors must register in order to receive a User ID and Password.

*Note:* DIBBS will automatically log users out of the restricted area after 15 minutes of inactivity.

Enter DIBBS user ID and Password

### Registered User Login

User ID:

Password:

- Not Registered? [Click Here to Register](#)
- Forgot your Password? [Go Here](#)



# Post Award Requests (PARs) in DIBBS



The **DLA Internet Bid Board System (DIBBS)** is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for **Defense Logistics Agency (DLA)** items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



## • Help

- [On-Line Help](#)
  - [Frequently Asked Questions ~ FAQ](#)
  - [DIBBS On-Line Quoting Help](#)
  - [Batch Quoting Help](#)
- [Contact Us](#)

## • Vendor Registration

- [Vendor Registration](#)
- [Registration Guidelines](#)
- [DLA Small Business Programs](#)

## • Solicitations

- [Requests for Quotation \(RFQ\)](#)
  - [Batch Quoting](#)
  - [Submitted Quote Searching](#)
- [Requests for Proposal \( RFP \) / Invitation For Bid \(IFB\)](#)
- Other DLA Opportunities
  - [Federal Business Opportunities \(FedBizOpps\)](#)

## • Awards

- [Awards](#)
- [Subsistence Market Ready Orders](#)
- [Post Award Request \(PAR\)](#)   
Allows vendors to submit post award requests.
- Other DLA Awards
  - [Federal Business Opportunities \(FedBizOpps\)](#)



# Post Award Requests (PARs) in DIBBS



PAR - Home

**DEFENSE LOGISTICS AGENCY**  
ENTERPRISE BUSINESS SOLUTIONS  
DLA INTERNET BID BOARD SYSTEM

Home | Solicitations | RFQs | RFP/IFB/Non-Quotable RFQs | Tech Data | Downloads

Navigation: Navigation/Documents - - - - - GO Database Sea

- Notice:** · The "Downloads" tab has a list RFQ download files. They are listed most recent first. However the sort order you can still download your files as you normally would.
- Packaging Reminder! When a PO cites packaging iaw ATSM D3951 read the PO closely. There are often Government notices regarding D3951. If any doubt, contact your contract administrator.
  - What is a Bid Without Exception when Quoting on DIBBS? » [Read Notice](#)
  - Anticipated Quote Date or Reason for No Quote Notice - Please click the notice link for details. » [Read Notice](#)

Please read notices posted on the [Notices page](#).

Location: Home » Awards » **Post Award Requests**

[ [PAR Home](#) - [PAR Status](#) - [New PAR](#) ]

- Post Award Request (PAR)**
- [New PAR](#) - allows users the ability to make requests on contract and modifications for their CAGE code.
  - [PAR Status](#) - allows users the ability to review the status of previously submitted PARs.



# Submit a New PAR



New Par



**DEFENSE LOGISTICS AGENCY**  
**ENTERPRISE BUSINESS SOLUTIONS**  
**DLA INTERNET BID BOARD SYSTEM**

Home | Solicitations | RFQs | RFP/IFB/Non-Quotable RFQs | Tech Data | Downloads

Navigation: Navigation/Documents - - - - - GO Database Search

**Notice:** · The "Downloads" tab has a list RFQ download files. They are listed most recent first. However the sort you can still download your files as you normally would.

- Packaging Reminder! When a PO cites packaging law ATSM D3951 read the PO closely. There are often Government D3951. If any doubt, contact your contract administrator.
- What is a Bid Without Exception when Quoting on DIBBS? » [Read Notice](#)
- Anticipated Quote Date or Reason for No Quote Notice - Please click the notice link for details. » [Read Notice](#)

Please read notices posted on the [Notices page](#).

Location: Home » Awards » Post Award Requests » **New PAR**

[ [PAR Home](#) - [PAR Status](#) - New PAR ]

Submit a New PAR

Steps: **1** 2 3

**Step 1 - Copy PAR**

Copy a previous PAR core data?  No  Yes

NEXT »



# Submit a New PAR



Location: Home » Awards » Post Award Requests » **New PAR**

[ [PAR Home](#) - [PAR Status](#) - New PAR ]

## PAR Entry

**\* Mandatory Entries**

Steps: **1** 2 3

New PAR Input

**Contract #:**  **CLIN:**   
**PAR Reason:** --- Select ---

Consideration Amount:

Add Attachment:  **Browse...**  
[File Types](#)

Type additional notes to the Contract Administrator here:

**CLEAR**

Submitter

CAGE: **DIBBS**

User ID: **DIBBS09**

**<< PREV** **SUBMIT**



# Submit a New PAR



Location: Home » Awards » Post Award Requests » **New PAR**

[ [PAR Home](#) - [PAR Status](#) - New PAR ]


## PAR Entry

Steps: **1** **2** 3

New PAR Input

**Contract #:**\*

**CLIN:**

**PAR Reason:**\* --- Select --- 

Consideration Amount:

Add Attachment:

Type additional notes

- Select ---
- VR01 - Delivery Date Change
- VR02 - Duty Free Entry Request
- VR03 - Free Issues
- VR04 - Price Change and Mistakes-in-Bid
- VR05 - Request for Price Change in Accordance with Economic Price
- VR06 - Variation in Quantity Change
- VR07 - Quantity Change
- VR08 - Vendor Requested Cancellation
- VR09 - Modification
- VR10 - Wage Determination
- VR11 - Other Vendor Request

Submitter

CAGE: **DIBBS**

User ID: **DIBBS09**





# Submit a New PAR



**DEFENSE LOGISTICS AGENCY**  
ENTERPRISE BUSINESS SOLUTIONS  
DLA INTERNET BID BOARD SYSTEM

Home | Solicitations | RFQs | RFP/IFBs | Tech Data | Downloads | Awards

Navigation: [Navigation/Documents](#) - - - - -  Database Search:

**Notice:** - Banner Test for Test Case: PR29011-FT05-TC06 using the intranet application

Please read notices posted on the [Notices page](#).

Location: Home » Awards » Post Award Requests » **New PAR**

[ [PAR Home](#) - [PAR Status](#) - New PAR ] LOGGED ON

[ 166 ]

✓ Created PAR #: 000000001455.

[Printer Friendly Version](#)

**PAR Submission Results**

PAR Number: <b>000000001455</b>	Created <b>Wednesday, June 15,</b>
	On:
Contract Number: <b>SP800</b> <b>M1358</b> _____	CLIN: _____
PAR Reason: <b>VR01</b>	
Consideration Amount: _____	
Submitter: <b>1X9V8</b> __	

Contract Administrator  
Name: **SRM2ECC\_SYS\_**  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Policy Statements · Feedback



# Submit a PAR Status Request



PAR Status



**DEFENSE LOGISTICS AGENCY**  
**ENTERPRISE BUSINESS SOLUTIONS**  
**DLA INTERNET BID BOARD SYSTEM**

Home | Solicitations | RFQs | RFP/IFB/Non-Quotable RFQs

Navigation: Navigation/Documents - - - - - **GO**

- Notice:**
- The "Downloads" tab has a list RFQ download files. They are listed in a table and you can still download your files as you normally would.
  - Packaging Reminder! When a PO cites packaging iaw ATSM D3951 read the PO D3951. If any doubt, contact your contract administrator.
  - What is a Bid Without Exception when Quoting on DIBBS? » [Read Notice](#)
  - Anticipated Quote Date or Reason for No Quote Notice - Please click the notice

Please read notices posted on the [Notices page](#).

Location: Home » Awards » Post Award Requests » **Status**

[ [PAR Home](#) - [PAR Status](#) - [New PAR](#) ]

PAR Search

Contract Number:

PAR Number:

Date Range From:   To:

**CLEAR** **SEARCH**



# Submit a PAR Status Request



**DEFENSE LOGISTICS AGENCY**  
**ENTERPRISE BUSINESS SOLUTIONS**  
**DLA INTERNET BID BOARD SYSTEM**

Home | Solicitations | RFQs | RFP/IFDs | Tech Data | Downloads | Awards

Navigation: Navigation/Documents - - - - - GO Database Search: Choose Search Value: GO

**Notice:** Banner Test for Test Case: PR29011-FT05-TC06 using the intranet application

Please read notices posted on the [Notices page](#).

Location: Home » Awards » Post Award Requests » **Status**

[ [PAR Home](#) - [PAR Status](#) - [New PAR](#) ] LOGGED ON

[ 167 ]

PAR Search

Contract Number:

PAR Number:

Date Range From:  To:

CAGE: **1X9V8** **5088**

Record Found: **1** **8**

Requestor Data					Response Data			
<a href="#">Contract/Delivery Order</a>	<a href="#">CLIN</a>	<a href="#">Reason Code</a>	<a href="#">Consideration Amount</a>	<a href="#">Submitter ID</a>	<a href="#">PAR #</a>	<a href="#">CR Date</a>	<a href="#">Status</a>	<a href="#">Administrator</a>
SPE7L314M1079P00001	0001	VR01 - Delivery Date Change		50888	665172	2014-10-29 13:25:18	In Process	Kevin Davis (T95) <a href="mailto:Kevin.K.Davis@dia.mil">Kevin.K.Davis@dia.mil</a> (614) 692-4345 ext. X



